



CITY OF BATTLE CREEK
POLICE DATA SPECIALIST/UCR COORDINATOR

The City of Battle Creek is now accepting applications for a Police Data Specialist/Uniform Crime Reporting Coordinator to monitor and control the daily operations of the Police Department Management Information System. Responsibilities include daily monitoring and monthly reporting of the Uniform Crime Report data, Michigan Incident Crime Reporting (MICR), and additional crime reports to the FBI, the State of Michigan other entities. To provide requested crime data information to the general public, police agencies, news media, and other local focus groups. Qualifications include Associates Degree in the related field of Computer Science, Information Systems, etc. (Bachelors preferred) SQL Server and .Net experience. Certified or certifiable in LEIN (Law Enforcement Information Network) TAC (Terminal Agency Coordinator) and MICR (Michigan Incident Crime Reporting). Considerable knowledge of modern office practices, procedures, and the ability to troubleshoot. A history of data integrity, accuracy of information and attention to detail. Wage starts at \$17.02 per hour, plus excellent fringe benefits. Obtain an application either at City of Battle Creek, 10 N. Division, Human Resources Room 215, Battle Creek, MI 49014 or you can find our application in the Human Resources/ Employment Opportunities area on our web site @ www.battlecreekmi.gov. **ALL RESUMES MUST HAVE A COMPLETED APPLICATION ATTACHED. Deadline to apply is: Friday, September 13, 2013 at 5pm. (EOE)**